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#### Contract Database Metadata Elements

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**AGREEMENT**

**BETWEEN THE SUPERINTENDENT OF SCHOOLS**

**WORCESTER CENTRAL SCHOOL DISTRICT**

**-and-**

**WORCESTER CENTRAL SCHOOL NON-TEACHING PERSONNEL**

**NYSUT/AFT/AFL-CIO, LOCAL 4858**

**2006-2010**

RECEIVED 11/27/06

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## **TABLE OF CONTENTS**

<b>ARTICLE 1</b>	<b>RECOGNITION .....</b>	<b>1</b>
<b>ARTICLE 2</b>	<b>GRIEVANCE PROCEDURE.....</b>	<b>1</b>
<b>ARTICLE 3</b>	<b>INSURANCE .....</b>	<b>4</b>
<b>ARTICLE 4</b>	<b>LEAVES .....</b>	<b>5</b>
<b>ARTICLE 5</b>	<b>VACATIONS .....</b>	<b>8</b>
<b>ARTICLE 6</b>	<b>RETIREMENT .....</b>	<b>8</b>
<b>ARTICLE 7</b>	<b>JOB DESCRIPTIONS .....</b>	<b>9</b>
<b>ARTICLE 8</b>	<b>NURSE.....</b>	<b>10</b>
<b>ARTICLE 9</b>	<b>AIDES.....</b>	<b>10</b>
<b>ARTICLE 10</b>	<b>CUSTODIAN/CLEANER.....</b>	<b>10</b>
<b>ARTICLE 11</b>	<b>BUS DRIVERS .....</b>	<b>11</b>
<b>ARTICLE 12</b>	<b>EXTRA TRIPS .....</b>	<b>12</b>
<b>ARTICLE 13</b>	<b>REDUCTION IN FORCE .....</b>	<b>13</b>
<b>ARTICLE 14</b>	<b>JURY DUTY .....</b>	<b>14</b>
<b>ARTICLE 15</b>	<b>POSTING VACANCIES: NEW POSITIONS .....</b>	<b>14</b>
<b>ARTICLE 16</b>	<b>SALARY INFORMATION .....</b>	<b>14</b>
<b>ARTICLE 17</b>	<b>LONGEVITY .....</b>	<b>15</b>
<b>ARTICLE 18</b>	<b>MISCELLANEOUS .....</b>	<b>15</b>
<b>ARTICLE 19</b>	<b>ANNUITIES .....</b>	<b>16</b>
<b>ARTICLE 20</b>	<b>BUILDING SECURITY ON WEEKENDS .....</b>	<b>16</b>
<b>ARTICLE 21</b>	<b>EVALUATION .....</b>	<b>17</b>
<b>ARTICLE 22</b>	<b>SEPARABILITY .....</b>	<b>17</b>
<b>ARTICLE 23</b>	<b>LEGISLATIVE APPROVAL.....</b>	<b>17</b>
<b>ARTICLE 24</b>	<b>DURATION .....</b>	<b>17</b>
<b>APPENDIX A</b>	<b>SALARY SCHEDULES.....</b>	<b>19</b>

## **Article 1      RECOGNITION**

- 1.1 The Worcester Central School District recognizes the Worcester Central Non-Teaching Personnel as the exclusive negotiating agent for all non-teaching personnel, including, but not limited to, custodians, cleaners, mechanics, mechanic helpers/drivers, registered nurses, food service workers, food service helpers, secretaries, aides, bus drivers, bus monitors, receptionists, bus attendants, teacher aides, school monitors and excluding the Superintendent of Schools, the building principal(s), head custodian, the cafeteria manager, transportation supervisor, and all other District employees.
- 1.2 Long Term Substitutes appointed by the District to serve ninety (90) or more consecutive days in a unit position shall be added to the unit effective upon ratification of the 2002-2006 agreement.
- 1.3 The Worcester Central School District agrees not to negotiate with any other organization for the duration of this agreement.

## **Article 2      GRIEVANCE PROCEDURE**

### **2.1 Declaration of Purpose:**

2.1.1 WHEREAS, the establishment and maintenance of a harmonious and cooperative relationship between the Board of Education and its non-teaching employees is essential to the operation of the School, it is the purpose of this procedure to secure, at the lowest possible administrative level, equitable solutions to alleged grievances of these employees through procedures under which they may present grievances free from coercion, interference, restraint, discrimination or reprisal, and by which the Board of Education (hereinafter sometimes referred to as the Board) and its non-teaching employees are afforded adequate opportunity to dispose of their differences without the necessity of time consuming and costly proceedings before administrative agencies and/or in the courts.

### **2.2 Definitions**

- 2.2.1 A Grievance shall mean any violation of this agreement or any dispute with respect to its meaning or application; and which is in compliance with this grievance procedure.
- 2.2.2 The term Supervisor shall mean any supervisory officer responsible for the area in which an alleged grievance arises, except for the Chief Executive Officer.
- 2.2.3 The Chief Executive Officer is the Superintendent of Schools.
- 2.2.4 Association shall mean the Worcester Central School Non-Teaching Personnel.

- 2.2.5 Aggrieved Party shall mean any person, group of persons in the negotiating unit, or the Worcester Non-Teaching Personnel Association filing a grievance.
- 2.2.6 Party in Interest shall mean any party named in a grievance who is not the aggrieved party.
- 2.2.7 Hearing Officer shall mean any individual or board charged with the duty of rendering decisions at any stage on grievances hereunder.
- 2.2.8 Days shall mean days school is in session except that between July 1 and August 31 it shall mean days other than Saturday, Sunday, or a legal holiday.

### 2.3 Time Limits:

- 2.3.1 Since it is important to good relationships that grievances be processed as rapidly as possible, every effort will be made by all parties to expedite the process. The time limits specified for either party may be extended only by mutual agreement.
- 2.3.2 No written grievance will be entertained<sup>0</sup> as described below, and such grievance will be deemed waived unless the written grievance is forwarded at the first available stage within thirty (30) days after the unit member knew or should have known of the act or condition on which the grievance is based.
- 2.3.3 If a decision of one stage is not appealed to the next stage of the procedure within the time limit specified, the grievance will be deemed to be discontinued and further appeal under this agreement shall be barred.
- 2.3.4 Failure at any stage of the grievance procedure to communicate a decision to the aggrieved party, his/her representative and the Association within the specified time limit shall permit the lodging of an appeal at the next stage of the procedure within the time which would have been allotted had the decision been communicated on the final day.
- 2.3.5 Under no circumstances will an alleged grievance occurring within the last thirty (30) days of the school year be set aside until the following year, except by mutual consent.

### 2.4 Stage 1: Supervisor

- 2.4.1 A non-teaching employee having a grievance will discuss it with his supervisor, either directly or through a representative, with the objective of resolving the matter informally. The supervisor will confer with all parties in interest but, in arriving at his decision, will not consider any material or statements offered by or on behalf of any such party in interest with whom consultation has been had without the aggrieved party or his

representatives present. If the employee submits the grievance through a representative, the employee may be present during the discussion of the grievance.

- 2.4.2 If the grievance is not resolved informally, it shall be reduced to writing and presented to the supervisor. Within five (5) school days after the written grievance is presented to him, the supervisor shall, without any further consultation with aggrieved party or any party in interest, render a decision thereon, in writing, and present it to the employee, his representative and the Association.

## 2.5 Stage 2: Chief Executive Officer (Superintendent)

- 2.5.1 If the employee initiating the grievance is not satisfied with the written decision at the conclusion of Stage 1 and wishes to proceed further under this grievance procedure, the employee shall, within five (5) school days, present the grievance to the Association Grievance Committee for its consideration.
- 2.5.2 If the Grievance Committee determines that the employee has a meritorious grievance, then it will file a written appeal of the decision at Stage 1 with the Chief Executive Officer within ten (10) school days after the employee has received such written decision. Copies of the written decision at Stage 1 shall be submitted with the appeal.
- 2.5.3 Within ten (10) school days after the receipt of the appeal, the Chief Executive Officer, or his duly authorized representative, shall hold a hearing with the employee and the Grievance Committee or its representative and all other parties in interest.
- 2.5.4 The Chief Executive Officer shall render a decision in writing to the employee, the Grievance Committee and its representative within five (5) days after the conclusion of the meeting.

## 2.6 Stage 3: Board of Education

- 2.6.1 If the employee and the Association are not satisfied with the decision at Stage 2, the Grievance Committee will file an appeal in writing with the Board of Education within fifteen (15) school days after receiving the decision at Stage 2. The Official Grievance record maintained by the Chief Executive shall be available for the use of the Board of Education.
- 2.6.2 Within fifteen (15) days after the receipt of an appeal, the Board of Education shall hold a hearing on the grievance. The hearing shall be conducted in executive session.
- 2.6.3 Within ten (10) school days after the conclusion of the hearing, the Board of Education shall render a decision, in writing, on the grievance.

## 2.7 Stage 4 Arbitration:

- 2.7.1 In the event the Association is not satisfied with the decision rendered at Stage 3, the Association may file a demand for arbitration with the American Arbitration Association or the New York State Employment Relations board within ten (10) days after receipt of the decision at Stage 3.
- 2.7.2 Within ten (10) days after submission to arbitration, the Association or the Board of Education will notify the American Arbitration Association of the alleged grievance and request the services of an arbitrator. Both the aggrieved party and the Board of Education will be bound by the rules and procedures of the arbitration group selected.
- 2.7.3 The arbitrator will hear the matter promptly and will issue his/her decision, if possible, not later than twenty (20) calendar days from the date of the close of the hearings or if oral hearings have been waived, then from the date the final statements and proofs are submitted to him/her. The arbitrator's decision will be in writing and will set forth his/her findings of fact, reasoning, and conclusions of the issues.
- 2.7.4 The arbitrator shall have no power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement. The arbitrator shall have only the power to interpret what the parties to the agreement intended by the specific clause in the agreement which is at issue. Effective July 1, 1999, the decision of the arbitrator shall be final and binding on the parties.
- 2.7.5 The costs for the services of the arbitrator, including expenses, if any, will be borne equally by the Board of Education and the Association.

## **Article 3     INSURANCE**

- 3.1 Effective July 1, 1993, the District shall pay the following percentages for health care coverage for active employees:

95% for employee coverage  
80% for dependent coverage

For employees hired after June 30, 2004, the District shall pay the following percentages for health care coverage for active employees:

90% for employee coverage  
75% for dependent coverage

- 3.2 Effective July 1, 2002, in order to participate in the District's health care plan, the bargaining unit member must earn a contract salary of not less than \$6000 per year or must work in excess of 30 hours per week. Any unit member not meeting one or more of these requirements may not participate in the District's health care plan according to the Health Plan By-Laws.

- 3.3 The District shall pay the following percentages for health care coverage for eligible retirees with ten (10) or more years of district service:
- 3.3.1 60% for retiree coverage  
40% for dependent coverage
- This 60/40 coverage will be for the retirees who retire on or after 7/1/99 and continue with Family Coverage, if they have to cover dependents. However, if they select 2 individual plans for coverage instead of a Family Plan the district will pay 70% on the retiree and 40% on the spouse. Also the single retiree who retires after 7/1/99 will have 70% of the cost covered by the district.
- 3.3.2 Employees do not have to participate in the plan for ten (10) years and may join at any time prior to retirement.
- 3.4 The District shall provide unit members with dental insurance protection through Blue Cross/Blue Shield Schedule A and shall pay the following percentages:
- 3.4.1 100% for employee coverage  
0% for dependent coverage
- 3.5 Payroll deductions for employee health/dental premiums shall be made through an approved flexible-spending program.
- 3.6 Retirees wishing to purchase individual or family dental insurance under the existing dental plan may do so at their own expense.
- 3.7 The Board grants to all employees the New York State Disability Insurance with the Board paying the premiums for all unit members working ten (10) or more hours per week.
- 3.8 Health insurance buyout for those members choosing not to take the health insurance coverage at the rate of \$1,000 for family coverage and \$1,000 for individual coverage.

#### **Article 4     LEAVES**

- 4.1 Sick Leave:
- 4.1.1 At the beginning of every school year, twelve (12) month employees shall be granted twelve (12) paid personal illness days which may accumulate to 200 days.
- 4.1.2 At the beginning of every school year, ten (10) month employees shall be granted eleven (11) paid personal illness days which may accumulate to 200 days.



- 4.1.3 At the beginning of every school year, bus drivers and cafeteria hourly employees shall be granted nine (9) paid personal illness days which may accumulate to 145 days.
- 4.1.4 At the beginning of every school year, noon-hour aides shall be granted six (6) paid personal illness days which may accumulate to 135 days.
- 4.1.5 Accumulated paid personal illness days totaling more than the maximum allowed for each category will be paid to the employee at one-half (1/2) their daily rate at the end of the school year.
- 4.1.6 The Superintendent may approve the use of personal illness days for immediate family illness due to extenuating circumstances. Such approvals shall not be considered precedent setting for subsequent employee requests.
- 4.2 Immediate Family Illness Leave:
  - 4.2.1 All twelve (12) month employees shall be granted three (3) paid immediate family illness days per year, non-cumulative.
  - 4.2.2 All ten (10) month employees shall be granted three (3) paid immediate family illness days per year, non-cumulative.
  - 4.2.3 All bus drivers and cafeteria hourly workers shall be granted two (2) paid immediate family illness days per year, non-cumulative.
  - 4.2.4 All noon aides shall be granted two (2) paid immediate family illness days per year, non-cumulative.
  - 4.2.5 Immediate family shall mean: spouse, children, father, mother, grandparents, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, domestic partner, and other persons at the discretion of the Superintendent of Schools.
- 4.3 Personal Business Leave:
  - 4.3.1 All twelve (12) month employees shall be granted three (3) paid personal business leave days per year.
  - 4.3.2 All ten (10) month employees shall be granted three (3) paid personal business leave days per year.
  - 4.3.3 All bus drivers and cafeteria hourly employees shall be granted three (3) paid personal leave days per year.
  - 4.3.4 All noon-hour aides shall be granted two (2) paid personal leave days per year.

- 4.3.5 Personal business shall be defined as matters of urgent business which cannot be scheduled outside of regular hours. An employee planning to use personal leave days shall notify the Chief Executive officer at least 72 hours in advance except in cases of emergency. Unused personal days may be converted to accumulative sick days, effective July 1, 1987.
- 4.3.6 Personal business is defined as excusable days that do not meet the definition of other leave provisions spoken to under this Article. They are allowed so an employee can meet business obligations which are not of a vacation, recreational, or other non-business nature.
- 4.3.7 As defined by the Board of Education, personal days apply to each separate job description, and as such, cannot be interchanged.
- 4.3.8 Unused paid personal business leave shall accumulate as paid personal illness leave.
- 4.3.9 Employees can use time for personal leave according to contract wording. Partial day use up to on-half day will be recorded. This time cannot be made up to save personal leave time. Full time employees earning over-time compensation can use time off in lieu of salary reimbursement. Once an employee has accumulated two days of compensated time, the employee must use one day within thirty (30) days.
- 4.4 Other Leave:
  - 4.4.1 Upon completion of one year of District service, unit members shall be eligible for leave of absence under the Family and Medical Leave Act in accordance with its rules and regulations regardless of the number of hours the unit member worked in the District during the previous year.
  - 4.4.2 The Board reserves the right to give consideration to other requests for days. Upon completion of personal leave days, an employee may apply for and, upon the approval of Chief Executive Officer, be granted up to three additional days per school year which shall be charged against his/her sick leave.
  - 4.4.3 Any unit member who takes an extended unpaid leave of absence, as approved by the Board of Education, must notify the District at least three months prior to the end of such leave of his/her intent to return to work. The District shall provide such unit member with a written reminder of the need to provide notification, on or about ten (10) days prior to the notice date.
  - 4.4.4 Unit members will be granted the privilege of requesting up to five (5) additional school days off without pay to meet their personal needs. Additional time requested without pay, if approved, will require the unit member to reimburse the district for fringe benefit premiums (health and dental) borne by the district during such unpaid leave of absence.

- 4.5 All absences should be reported before the start of any workshift where possible.
- 4.6 Association Leave  
The District shall grant two (2) Association Business Days per year. One (1) day may be used by the President and the other by his/her designee.
- The Superintendent shall be notified in writing at least ten (10) days prior to such meeting except in case of an emergency, shorter notice may be provided.
- 4.7 Any unusual and/or irregular patterns of absence under this Article will be brought to the attention of the appropriate employee(s) in a meeting with Administration. The employee(s) may be accompanied by a representative.
- 4.8 Bereavement Days  
The District will grant three (3) paid bereavement days per incident of death in the immediate family as listed in Section 4.2.6. Additional days will be granted at the discretion of the Superintendent.

## **Article 5 VACATIONS**

- 5.1 All twelve (12) month employees shall be eligible for paid vacation as follows:
- 5.1.1 1 week Upon completion of six months of service  
2 weeks Upon completion of one year through five years of service  
3 weeks Upon completion of five years through fifteen years of service  
4 weeks Upon completion of fifteen or more years of service
- 5.1.2 Paid vacation time for twelve (12) month employees entitled to more than two (2) weeks may be taken during times school is not in session upon approval of the Superintendent of Schools with a maximum of two (2) weeks to be used during the summer months.
- 5.1.3 Employees will be eligible for paid vacation leave as described above in accordance with their hiring anniversary date.
- 5.1.4 Requests for vacation time must be made 20 days in advance except in special circumstances.
- 5.1.5 Requests are subject to approval of the Superintendent.
- 5.1.6 When a holiday falls in a vacation period, an additional day off shall be granted.

## **Article 6 RETIREMENT**

- 6.1 New York State Employees Retirement System

6.1.1 Effective July 1, 1993, all unit members shall be provided optional coverage under 41-j (Application of unused sick leave as additional service credit upon retirement) at district expense.

6.2 Notification:

6.2.1 Unit members who decide to retire must submit a letter of resignation to the clerk of the board of education not less than thirty (30) days before the effective date.

6.3 Unused Vacation Time/Paid Sick Leave

6.3.1 Retirees shall receive paid vacation time on a pro-rated basis in the final paycheck.

6.3.2 Upon reaching retirement eligibility with a minimum of fifteen (15) years service at Worcester Central School, an employee will receive twenty-eight dollars and sixty cents (\$28.60) per day for unused accumulated sick days earned as a full-time employee not to exceed two-hundred (200) full-time days per employee and fourteen dollars and thirty cents (\$14.30) per day for unused accumulated sick days earned as a part-time employee not to exceed one-hundred thirty-five (135) part-time days per employee. Bus drivers and Café hourly workers may accumulate up to one hundred forty-five (145) days. When a part time employee moves to a full time position the accumulated sick leave and work time will be prorated. The sick leave days will be prorated as two (2) part-time days equal one (1) full time day and the work time at a percentage of the part time position to the full time position. This shall be retroactive for current employees.

	Full-Time	Part-Time/ Bus Drivers/Café hourly
2006-2010	\$32.20	\$16.10

6.4 Any unit member working in more than one position within this unit will be eligible for the best of the benefit package not each set of benefits. (Ex: Bus driver/noon aide, the best package of benefits is the bus driver package. Bus driver/library aide, the best package of benefits is the library aide package.) At retirement the benefits will be based on this understanding.

**Article 7     JOB DESCRIPTIONS**

7.1 See policy book.

7.2 Cafeteria

7.2.1 Food service for the cafeteria will include preparation of breakfast and lunch for students.

7.2.2 All food service helpers are required to have an annual physical according to a schedule established by the District. In the event a unit member elects to have such physical conducted by a physician other than the

District's physician, she/he shall be responsible for the cost of the physical.

7.2.3 All café employees who work three (3) or more hours per day will be given a paid 15-minute break.

7.2.4 All café workers will be required to volunteer for up to three night events per school year. This requirement need not be covered by the café member if he/she is able to find a substitute to cover the event.

The process will be as follows:

A volunteer list will be exhausted by order of seniority first.

If the list is not filled with the above process, the remaining positions will be mandated in reverse order of seniority to fill the remaining openings.

7.3 Job descriptions for mechanic, nurse, and receptionist shall be provided.

7.4 Twelve (12) month employee:

7.4.1 Any district employee who works 35-40 hours per week, twelve months per year in any capacity.

7.5 Ten (10) month employee:

7.5.1 Any district employee who works 30 or more hours per week, ten months per year in any capacity.

## **Article 8     NURSE**

8.1 If the school nurse is required to work beyond the regular contract year to complete the school census, every other year, the pay will be at the contract rate per hour. However, the total time shall not exceed one regular workweek. A school vehicle will be supplied to the school nurse for all school related travel purposes.

## **Article 9     AIDES**

9.1 Aides required to work beyond their normal work hours will be paid at their contract rate for the hours worked. The use of aides for any work above the normal assignment must be approved by the Superintendent of Schools or his/her designee.

## **Article 10    CUSTODIAN/CLEANER**

10.1 The District shall establish a custodian/cleaner substitute list to be used in the absence of regular staff.

- 10.2 There will be a night shift differential of \$500.00 for cleaners assigned to such shift.
  - 10.2.1 Qualified custodians working the night shift are not eligible to receive a night shift differential.
- 10.3 Custodian/Cleaner shall be allowed a 6 weeks flex schedule in the summer months of 10-hour days. This schedule will be piloted for the 2002 summer months. If the Superintendent and WNTD President both deem it successful, it will become a provision in the contract.

## **Article 11 BUS DRIVERS**

- 11.1 A Regular Bus Driver is one who regularly transports students to school or home from school for regularly scheduled instruction.
- 11.2 An In-house Driver is a full time employee of the district having valid certification as a bus driver.
- 11.3 Bus drivers will be reimbursed \$15.60 per course for their two (2) annual required refresher courses if they attend at the group scheduled time. Any driver who cannot or does not attend the refresher courses provided by the District or the Catskill Study Council shall be responsible for completing the refresher courses elsewhere, at the driver's cost.
- 11.4 Two-week prior notice for not attending must be given to the Transportation Supervisor.
- 11.5 Drivers must provide the district with acceptable written documentation that they have successfully completed all required certification to continue to be eligible to drive only if they have completed certification on their own.
- 11.6 In an emergency situation the Administration reserves the right to assign any available driver.
- 11.7 Drivers are expected to:
  - 11.7.1 Clean and wash their buses at least once a week or more often if necessary.
  - 11.7.2 Bus drivers will be reimbursed ten (\$10.00) per session, if such work is not performed during an employee's regularly scheduled workday, for state mandated September Bus Safety Drills for all students. All drivers are expected to participate. A forty-eight (48) hour notice must be given to the Transportation Supervisor by any driver as to why they are unable to fulfill the safety drill responsibility. NOTE: All drivers are mandated to perform three (3) safety drill per year on their own as part of their driving obligations.

- 11.8 All bus drivers are required to get their physical as per Article 19A by August 1st preceding the school year. Drivers requiring a second physical, as per local policy, are required to get it by February 1st of that school year to correlate with the Article 19A refresher course requirements. Any driver not completing the physical examination by the required date will be docked one day's pay for each day the driver missed the deadline. Consideration will be given for extenuating circumstances.
- 11.9 The District will only pay for physicals under normal Article 19A requirements. Any examination beyond those required under Article 19A by an employee to maintain his/her position is at the employee's expense.
- 11.10 Twelve (12) month employees who are also bus drivers will work the regular eight-hour day when school is not in session for students.
- 11.11 District approved per diem runs using a large bus (over 18 passengers) exceeding 60 school days will become contractual runs.
- 11.12 Drug Testing – Any driver requested to go to another site for testing will be reimbursed \$10.00 per hour plus mileage. If a scheduled appointment is missed by a driver's omission, they must go to another site at own expense.

## **Article 12    EXTRA TRIPS**

- 12.1 An extra trip is any bus trip other than a regularly scheduled bus run. Some examples of an extra trip are:
- 12.1.1 Athletic events  
Field trips  
Concerts  
School visits
- 12.2 Bus trips involving athletic and other school sponsored activities that are for an extended period of time shall be paid as follows:
- Same Day: Paid for all hours worked at the extra-trip rate.
- Overnight:
- First Day: Paid ten (10) hours at the extra-trip rate (regardless of hours worked).
- Second Day: Return by noon: Additional \$50.00 in addition to first day's pay. Return after noon: Additional \$100.00 in addition to first day's pay.
- 12.3 An in-house bus driver can be used for trips under two hours, with trips over two hours assigned to the rotation driver list.
- 12.4 Bus drivers who report for an assigned rotation driving trip which is subsequently canceled, shall be paid for two (2) hours.

- 12.4.1 Assigned rotation trips will be changed only if more than a forty-eight (48) hour notice can be given; otherwise a late-added trip will go to the next rotation driver.
- 12.5 Any approved school personnel shall be allowed to drive any trip for students not requiring a full-sized bus.
- 12.6 Rates for Extra Trips shall be as follows:
- 12.6.1 Each extra trip shall have a fifteen (15) minute pre-trip inspection and a twenty (20) minute post trip clean-up added to the driving time total. It is expected that post-bus cleaning be accomplished.
- 12.6.2 Driver shall receive thirteen dollars and fifty cents (\$13.50) per hour for pre-trip inspection, post-trip clean-up, actual driving time, and waiting time
- 12.6.3 Effective 7/1/97, any bargaining unit member whose extra-driving duties result in his/her working more than forty (40) hours in any given week shall be compensated at time and one half for all extra-driving responsibilities beyond forty (40) hours in that given week. The overtime rate will be one and one half times the contractual **Extra Trip Rate**.
- 12.7 When assigned an extra trip, receipted meals will be reimbursed at the following maximum rate:
- 12.7.1
- |           |         |
|-----------|---------|
| Breakfast | \$5.00  |
| Lunch     | \$7.50  |
| Dinner    | \$12.50 |
- 12.7.2 Receipts must be submitted every two (2) week period.
- 12.7.3 Employees other than bus drivers, with the prior approval of the Superintendent, will be reimbursed for receipted meals at the above stated rates.
- 12.8 DOT and SED Testing
- If an employee certified to provide the testing required by DOT and SED is not on the District payroll and a certified unit employee is available, that employee will have first refusal to do the testing. The rate of pay for the unit member will be \$15.00 if the testing must be done outside of the normal work hours.

## **Article 13    REDUCTION IN FORCE**

- 13.1 The Worcester Central School District agrees that in the event there is a reduction in force among unit members, the provisions of Civil Service Law (as applied to civil divisions, Section 80A and 81) will be controlling with the following emphasis and/or expansion of said Law of major concerns to the parties:



- 13.1.1 The layoff and recall provision of said Law will apply to both competitive and noncompetitive and laboring class positions covered by this agreement.
- 13.1.2 Rights of displacement (bumping) of less senior employees are confined to the department to which the layoff employee is permanently assigned.
- 13.1.3 The District reserves the right to pursue alternative avenues to handle any of the necessary departments needed to run the educational plant. Multi-year contracts could be subject to reopening of negotiations to rectify future state guideline changes.

#### **Article 14    JURY DUTY**

- 14.1 Any unit member required to serve on Jury Duty will be paid as if he/she was working and will not have time charged against his/her leave of any type.
- 14.2 The unit member shall return to work when excused from Jury Duty during working hours.
- 14.3 Unit members serving on Jury Duty while on vacation shall keep any reimbursement made to them if so designated, and the same reimbursement if received during working days shall be turned over to the school district.

#### **Article 15    POSTING VACANCIES: NEW POSITIONS**

- 15.1 After review with the Otsego County Civil Service for classification, the Superintendent will post notice of any new and/or vacant positions covered by this unit for seven (7) calendar days in the school. In the month of July and August, the Superintendent will inform the President and Vice-President of such postings by the most expedient means. Temporary needs shall not be subject to postings. However, the Board will make the final decision for the best of the school district by appointing the best qualified candidate. Applicants for a job will be notified, in the final interview or at time of job offer, of the starting salary and/or step at which they will be appointed.

#### **Article 16    SALARY INFORMATION**

- 16.1 Salary increases for returning bargaining unit members shall be according to the 2006-2010 salary schedules. (See Appendix A)
- 16.2 Pay schedules have been developed so all unit members salaries are on the schedule. These schedules have been adjusted to reflect a 4% increase for 2006-2007; a 4% increase for 2007-2008; a 4% increase for 2008-2009; and a 4% increase for 2009-2010 (these increases are inclusive of increment for all four years and exclusive of longevity for all four years).
- 16.3 The District will not count paid vacation, personnel business days, holidays, snow days in calculating hours worked for the purpose of overtime compensation.

## **Article 17    LONGEVITY**

17.1 Longevity payments for consecutive years of service in a permanent or probationary position (appointment) to Worcester Central School shall be made upon commencement at the following rate:

17.1.1	<u>30 hours +</u>	<u>less than 30 hours</u>
Year 10		
2006-07	\$426	\$213
2007-08	\$443	\$222
2008-09	\$461	\$230
2009-10	\$479	\$240
Year 15		
2006-07	\$182 (\$608)	\$91 (\$304)
2007-08	\$189 (\$632)	\$95 (\$316)
2008-09	\$197 (\$658)	\$98 (\$329)
2009-10	\$205 (\$684)	\$102 (\$342)
Year 20		
2006-07	\$243 (\$851)	\$122 (\$426)
2007-08	\$253 (\$885)	\$126 (\$443)
2008-09	\$263 (\$920)	\$131 (\$460)
2009-10	\$273 (\$957)	\$137 (\$479)

17.1.2 If the start date does not coincide with 7/1 for 12 month employees or 9/1 for 10 month people, the longevity will be prorated for the first fiscal year and the full in the years thereafter.

17.1.3 The longevity payments for consecutive years of service to Worcester Central School shall be based on the total number of hours of service to the District, not based on the number of hours in a certain position.

## **Article 18    MISCELLANEOUS**

18.1 New employees hired (effective July 1, 1992) will be given full credit for prior service within the district if they return within one (1) year of last employment. If more than a year, they lose seniority rights. Experience with other employers may be considered by the Superintendent, but no one will be hired above step 5, with consultation of the President of the WNTF.

18.2 Any employee covered by this agreement who needs to pass a physical examination to hold his/her position will have a maximum of two (2) weeks use of accumulated sick leave (once per year) until he/she is medically cleared to return to his/her position. Any employee who experiences extenuating circumstances can petition the Superintendent and Board of Education with a physician's report to extend the use of more accumulated sick days.

18.3 Employee break time is allowed but needs to be on school premises unless cleared with supervisor.

- 18.4 Any employee who works 4½ hours per day will be given a paid 15-minute break.
- 18.5 Mechanic Helper/Driver and Mechanic shall be allowed a 6 weeks flex schedule in the summer months of 10-hour days. This schedule will be piloted for the 2002 summer months. If the Superintendent and WNTP President deem it successful, it will continue as a provision in the contract.
- 18.6 The District will provide a tool allowance of \$75 per year for the mechanic as well as the assistant mechanic.
- 18.7 An employee will be allowed to flex the time worked on a called snow day. This does not diminish the length of the workday.

## **Article 19 ANNUITIES**

- 19.1 At the initiation of a member of this unit, the District will enter into an agreement with a company(s), mutually approved by this unit and the District, to purchase a Tax Sheltered Annuity. The District serves only to deduct and forward the amount of money agreed to by the Company and the unit member and will not be responsible for the performance of the annuity. The District is held harmless by the employee from any loss and/or omissions incurred by the unit member. The employee may have more than one annuity, but is limited to have agreements with only the companies approved by this unit and the District. The number of companies approvable is limited to five (5).

## **Article 20 BUILDING SECURITY ON WEEKENDS**

The following points shall be followed:

1. Head custodian shall establish and maintain a rotating list of all maintenance staff required to check building security on weekends. The process will be as follows:
  - a. A volunteer list will be exhausted by order of seniority first.
  - b. If the list is not filled with the above process, the remaining positions will be mandated in reverse order of seniority to fill the remaining openings.
  - c. This requirement need not be covered by the maintenance staff member if he/she is able to find a substitute to cover the security check.
2. The rotating list shall be comprised as follows: Maintenance Staff
3. No person on the rotating list shall be required to work on a Saturday and the following Sunday.
4. Persons on the rotating list may elect to receive overtime compensation, if eligible, either in the form of overtime pay or compensatory time off.

5. Compensatory time off is deemed to be one hour of paid off duty time for each hour of overtime. A maximum of 24 hours will be allowed for compensatory time accumulation. Hours accumulated after that must be paid in overtime (one and one half times pay). All compensatory time earned in a school year must be used in the same school year. Employees will be paid overtime compensation for compensatory time earned and not used in the school year.
6. If an emergency arises, or under similar extenuating circumstances, persons on the rotating list may switch assignments with the approval of the Superintendent or his/her designee.
7. The rotating list shall be made available to each person on the list two weeks prior to the first of each month.
8. Each Saturday and each Sunday security inspection shall be considered to be not less than 100 minutes. Total duration for both combined.
9. Additional overtime, if required and approved by the Superintendent and/or his/her designee, shall be compensated as described in stipulation number 4 above.

#### **Article 21 EVALUATION**

- 21.1 All non-instructional employees shall be evaluated as follows:
1. Employee will be evaluated once a year by the immediate supervisor.
  2. Employees will meet with the supervisor within one (1) week of being evaluated to discuss the evaluation.
  3. Employee will have the option of writing a rebuttal to the evaluation.
  4. Evaluations will be placed in the employee's personnel file.

#### **Article 22 SEPARABILITY**

- 22.1 If any article or part thereof of this agreement or any addition hereto should be decided in violation of any federal, state or local law; or if adherence to or enforcement of any article or part thereof should be restrained by a court of law, the remaining articles of the agreement or any addition thereto shall not be affected.

#### **Article 23 LEGISLATIVE APPROVAL**

- 23.1 "IT IS AGREED BY AND BETWEEN THE PARTIES THAT ANY PROVISION OF THIS AGREEMENT REQUIRING LEGISLATIVE ACTION TO PERMIT ITS IMPLEMENTATION BY AMENDMENT OF LAW OR BY PROVIDING THE ADDITIONAL FUNDS THEREFORE, SHALL NOT BECOME EFFECTIVE UNTIL THE APPROPRIATE LEGISLATIVE BODY HAS GIVEN APPROVAL."

#### **Article 24 DURATION**

- 24.1 This agreement shall be in full force and effect on July 1, 2006 through June 30, 2010 except as otherwise noted.

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Date

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Superintendent of Schools

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Date

---

President, Board of Education

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Date

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President, Worcester Central School District  
Non-Teaching Personnel

NB.njg  
Cwa 1141

## **Appendix A Salary Schedules**

**2006-2010**

### **ASSISTANT BUS MECHANIC**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$17,144	\$17,474	\$17,803	\$18,130
2	\$17,487	\$17,830	\$18,173	\$18,515
3	\$17,829	\$18,186	\$18,543	\$18,900
4	\$18,178	\$18,542	\$18,913	\$19,285
5	\$18,470	\$18,905	\$19,284	\$19,670
6	\$18,766	\$19,209	\$19,661	\$20,055
7	\$19,066	\$19,516	\$19,978	\$20,448
8	\$19,677	\$19,829	\$20,297	\$20,777
9		\$20,464	\$20,622	\$21,109
10			\$21,282	\$21,447
11				\$22,134

### **BUS DRIVER**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$6,278	\$6,342	\$6,401	\$6,454
2	\$6,458	\$6,529	\$6,595	\$6,657
3	\$6,638	\$6,716	\$6,790	\$6,859
4	\$6,818	\$6,904	\$6,985	\$7,062
5	\$6,998	\$7,091	\$7,180	\$7,264
6	\$7,178	\$7,278	\$7,374	\$7,467
7	\$7,358	\$7,465	\$7,569	\$7,669
8	\$7,541	\$7,653	\$7,764	\$7,872
9	\$7,723	\$7,842	\$7,959	\$8,075
10	\$7,906	\$8,032	\$8,156	\$8,277
11	\$8,122	\$8,222	\$8,354	\$8,482
12	\$8,273	\$8,447	\$8,551	\$8,688
13	\$8,531	\$8,604	\$8,785	\$8,893
14	\$8,969	\$8,872	\$8,948	\$9,137
15	\$9,212	\$9,328	\$9,227	\$9,306
16	\$9,429	\$9,581	\$9,701	\$9,596
17	\$9,741	\$9,806	\$9,964	\$10,089
18	\$10,045	\$10,130	\$10,198	\$10,363
19	\$10,337	\$10,446	\$10,535	\$10,606
20	\$10,519	\$10,750	\$10,864	\$10,957
21	\$10,803	\$10,940	\$11,180	\$11,299

**BUS MONITOR**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$7.01	\$7.12	\$7.22	\$7.32
2	\$7.18	\$7.29	\$7.40	\$7.51
3	\$7.34	\$7.46	\$7.58	\$7.70
4	\$7.53	\$7.64	\$7.76	\$7.88
5	\$7.72	\$7.83	\$7.94	\$8.07
6	\$7.94	\$8.03	\$8.14	\$8.26
7	\$8.20	\$8.25	\$8.35	\$8.47
8	\$8.31	\$8.52	\$8.58	\$8.68
9	\$8.48	\$8.64	\$8.86	\$8.93
10	\$8.66	\$8.82	\$8.99	\$9.22
11	\$8.84	\$9.01	\$9.17	\$9.35
12	\$9.02	\$9.19	\$9.37	\$9.53
13	\$9.44	\$9.38	\$9.56	\$9.74
14	\$9.63	\$9.82	\$9.75	\$9.94
15	\$9.82	\$10.02	\$10.21	\$10.14
16	\$10.03	\$10.21	\$10.42	\$10.62
17	\$10.26	\$10.43	\$10.62	\$10.83
18	\$10.46	\$10.68	\$10.84	\$11.04
19	\$10.68	\$10.88	\$11.10	\$11.28
20	\$10.90	\$11.11	\$11.32	\$11.55
21	\$11.11	\$11.34	\$11.55	\$11.77

**\*In those situations where minimum wage exceeds the hourly salary, such individuals will be advanced to the step most equivalent to minimum wage.**

**CAFE HELPER**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$6.80	\$7.01	\$7.22	\$7.44
2	\$6.86	\$7.07	\$7.29	\$7.51
3	\$6.93	\$7.14	\$7.36	\$7.58
4	\$7.03	\$7.20	\$7.42	\$7.65
5	\$7.16	\$7.31	\$7.49	\$7.72
6	\$7.30	\$7.44	\$7.60	\$7.79
7	\$7.44	\$7.59	\$7.74	\$7.91
8	\$7.58	\$7.73	\$7.90	\$8.05
9	\$7.73	\$7.88	\$8.04	\$8.21
10	\$7.98	\$8.04	\$8.20	\$8.36
11	\$8.22	\$8.30	\$8.36	\$8.53
12	\$8.47	\$8.54	\$8.63	\$8.69
13	\$8.76	\$8.80	\$8.89	\$8.97
14	\$9.01	\$9.11	\$9.16	\$9.24
15	\$9.25	\$9.37	\$9.47	\$9.52
16	\$9.48	\$9.62	\$9.74	\$9.85
17	\$9.73	\$9.86	\$10.00	\$10.13
18		\$10.12	\$10.26	\$10.40
19			\$10.53	\$10.67
20				\$10.95

**\*In those situations where minimum wage exceeds the hourly salary, such individuals will be advanced to the step most equivalent to minimum wage.**



### CAFÉ WORKER

STEPS	2006-07	2007-08	2008-09	2009-10
1	\$9,223	\$9,380	\$9,534	\$9,686
2	\$9,427	\$9,592	\$9,755	\$9,916
3	\$9,630	\$9,804	\$9,975	\$10,145
4	\$9,834	\$10,016	\$10,196	\$10,374
5	\$10,040	\$10,228	\$10,416	\$10,604
6	\$10,244	\$10,442	\$10,637	\$10,833
7	\$10,399	\$10,654	\$10,859	\$11,062
8	\$10,602	\$10,815	\$11,080	\$11,294
9	\$10,812	\$11,026	\$11,248	\$11,523
10	\$11,028	\$11,244	\$11,467	\$11,697
11	\$11,248	\$11,469	\$11,694	\$11,926
12	\$11,471	\$11,698	\$11,928	\$12,162
13	\$11,701	\$11,930	\$12,165	\$12,405
14	\$11,935	\$12,169	\$12,407	\$12,652
15	\$12,173	\$12,412	\$12,656	\$12,904
16	\$12,417	\$12,660	\$12,909	\$13,162
17	\$12,664	\$12,913	\$13,167	\$13,425
18	\$12,919	\$13,171	\$13,430	\$13,693
19	\$13,376	\$13,436	\$13,697	\$13,967
20	\$13,846	\$13,912	\$13,973	\$14,245
21	\$14,109	\$14,399	\$14,468	\$14,532
22	\$14,377	\$14,673	\$14,975	\$15,047
23		\$14,952	\$15,260	\$15,574

# CLEANERS

STEPS	2006-07	2007-08	2008-09	2009-10
1	\$15,591.68	\$15,774.05	\$15,946.07	\$16,106.61
2	\$16,016.00	\$16,215.35	\$16,405.02	\$16,583.91
3	\$16,440.32	\$16,656.64	\$16,863.96	\$17,061.22
4	\$16,872.96	\$17,097.93	\$17,322.91	\$17,538.52
5	\$17,313.92	\$17,547.88	\$17,781.85	\$18,015.82
6	\$17,641.52	\$18,006.48	\$18,249.79	\$18,493.12
7	\$18,159.44	\$18,347.18	\$18,726.74	\$18,979.79
8	\$18,514.08	\$18,885.82	\$19,081.07	\$19,475.81
9	\$19,163.04	\$19,254.64	\$19,641.25	\$19,844.31
10	\$19,812.00	\$19,929.56	\$20,024.83	\$20,426.90
11	\$20,505.68	\$20,604.48	\$20,726.74	\$20,825.82
12	\$21,156.72	\$21,325.91	\$21,428.66	\$21,555.81
13	\$21,847.28	\$22,002.99	\$22,178.94	\$22,285.81
14	\$22,414.08	\$22,721.17	\$22,883.11	\$23,066.10
15	\$23,065.12	\$23,310.64	\$23,630.02	\$23,798.43
16	\$23,757.76	\$23,987.72	\$24,243.07	\$24,575.22
17	\$24,471.20	\$24,708.07	\$24,947.23	\$25,212.79
18	\$25,204.40	\$25,450.05	\$25,696.39	\$25,945.12
19	\$25,960.48	\$26,212.58	\$26,468.05	\$26,724.25
20	\$26,739.44	\$26,998.90	\$27,261.08	\$27,526.77
21	\$27,800.24	\$27,809.02	\$28,078.86	\$28,351.52
22	\$28,356.64	\$28,912.25	\$28,921.38	\$29,202.01
23		\$29,490.91	\$30,068.74	\$30,078.23
24			\$30,670.54	\$31,271.49

**AIDE (CLERICAL)**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$7.70	\$7.86	\$8.01	\$8.17
2	\$7.85	\$8.01	\$8.17	\$8.33
3	\$7.99	\$8.16	\$8.33	\$8.50
4	\$8.14	\$8.31	\$8.49	\$8.66
5	\$8.29	\$8.46	\$8.65	\$8.83
6	\$8.43	\$8.62	\$8.80	\$8.99
7	\$8.58	\$8.77	\$8.96	\$9.16
8	\$8.94	\$8.92	\$9.12	\$9.32
9	\$9.12	\$9.30	\$9.28	\$9.48
10	\$9.31	\$9.49	\$9.67	\$9.65
11	\$9.73	\$9.68	\$9.87	\$10.06
12	\$9.98	\$10.12	\$10.07	\$10.26
13	\$10.17	\$10.38	\$10.53	\$10.47
14	\$10.37	\$10.58	\$10.79	\$10.95
15	\$10.66	\$10.78	\$11.00	\$11.22
16	\$11.07	\$11.08	\$11.21	\$11.44
17	\$11.53	\$11.51	\$11.53	\$11.66
18	\$11.98	\$12.00	\$11.97	\$11.99
19	\$12.29	\$12.46	\$12.48	\$12.45
20	\$12.72	\$12.78	\$12.96	\$12.97
21	\$13.14	\$13.23	\$13.30	\$13.48
22		\$13.66	\$13.76	\$13.83

**CUSTODIANS**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$18,296	\$18,586	\$18,871	\$19,148
2	\$18,720	\$19,028	\$19,330	\$19,626
3	\$19,144	\$19,469	\$19,789	\$20,103
4	\$19,573	\$19,910	\$20,248	\$20,580
5	\$20,004	\$20,356	\$20,706	\$21,057
6	\$20,440	\$20,805	\$21,170	\$21,535
7	\$21,292	\$21,258	\$21,637	\$22,017
8	\$21,899	\$22,144	\$22,108	\$22,502
9	\$22,508	\$22,775	\$23,029	\$22,992
10	\$23,116	\$23,408	\$23,686	\$23,951
11	\$23,724	\$24,041	\$24,344	\$24,634
12	\$24,333	\$24,673	\$25,002	\$25,318
13	\$24,941	\$25,306	\$25,660	\$26,002
14	\$25,550	\$25,939	\$26,318	\$26,687
15	\$26,158	\$26,572	\$26,976	\$27,371
16	\$26,766	\$27,204	\$27,635	\$28,056
17	\$27,375	\$27,837	\$28,293	\$28,740
18	\$27,983	\$28,470	\$28,951	\$29,424
19	\$28,592	\$29,103	\$29,609	\$30,109
20	\$29,200	\$29,735	\$30,267	\$30,793
21	\$29,878	\$30,368	\$30,925	\$31,477

**TYPIST (GUIDANCE SECRETARY/CSE)**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$10,519	\$10,700	\$10,880	\$11,056
2	\$10,748	\$10,939	\$11,128	\$11,315
3	\$10,978	\$11,178	\$11,377	\$11,573
4	\$11,192	\$11,417	\$11,625	\$11,832
5	\$11,406	\$11,640	\$11,874	\$12,090
6	\$11,697	\$11,862	\$12,106	\$12,349
7	\$12,136	\$12,165	\$12,336	\$12,590
8	\$12,592	\$12,621	\$12,651	\$12,830
9	\$13,049	\$13,096	\$13,126	\$13,157
10	\$13,560	\$13,571	\$13,620	\$13,651
11	\$14,083	\$14,102	\$14,114	\$14,165
12	\$14,539	\$14,646	\$14,666	\$14,678
13	\$15,086	\$15,121	\$15,232	\$15,253
14	\$15,634	\$15,690	\$15,726	\$15,841
15	\$16,060	\$16,260	\$16,317	\$16,355
16	\$16,486	\$16,702	\$16,910	\$16,970
17	\$16,940	\$17,146	\$17,370	\$17,586
18	\$17,516	\$17,617	\$17,831	\$18,065
19	\$17,878	\$18,216	\$18,322	\$18,545
20	\$18,217	\$18,593	\$18,945	\$19,055
21	\$18,564	\$18,945	\$19,336	\$19,703

**HEAD MECHANIC**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$33,352	\$33,991	\$34,629	\$35,263
2	\$34,019	\$34,686	\$35,351	\$36,014
3	\$34,687	\$35,380	\$36,073	\$36,765
4	\$35,360	\$36,075	\$36,795	\$37,516
5	\$36,060	\$36,774	\$37,518	\$38,267
6	\$36,636	\$37,502	\$38,245	\$39,018
7	\$37,224	\$38,102	\$39,002	\$39,775
8	\$38,413	\$38,713	\$39,626	\$40,563
9	\$39,028	\$39,950	\$40,261	\$41,211
10		\$40,589	\$41,548	\$41,872
11			\$42,213	\$43,210
12				\$43,901

**AIDE (CLASSROOM)**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$7.78	\$7.87	\$7.96	\$8.05
2	\$7.99	\$8.09	\$8.19	\$8.28
3	\$8.20	\$8.31	\$8.41	\$8.52
4	\$8.41	\$8.52	\$8.64	\$8.75
5	\$8.68	\$8.75	\$8.86	\$8.98
6	\$9.00	\$9.03	\$9.10	\$9.22
7	\$9.33	\$9.36	\$9.39	\$9.46
8	\$9.68	\$9.70	\$9.73	\$9.77
9	\$10.05	\$10.07	\$10.09	\$10.12
10	\$10.41	\$10.45	\$10.47	\$10.49
11	\$10.76	\$10.83	\$10.87	\$10.89
12	\$10.91	\$11.19	\$11.26	\$11.30
13	\$11.01	\$11.35	\$11.64	\$11.71
14	\$11.12	\$11.45	\$11.80	\$12.11
15	\$11.34	\$11.56	\$11.91	\$12.27
16	\$11.65	\$11.79	\$12.02	\$12.39
17	\$11.77	\$12.11	\$12.26	\$12.51
18	\$11.99	\$12.24	\$12.60	\$12.75
19	\$12.22	\$12.47	\$12.73	\$13.10
20	\$12.45	\$12.71	\$12.97	\$13.24
21	\$12.68	\$12.95	\$13.22	\$13.49

**AIDE (LIBRARY)**

STEPS	2006-07	2007-08	2008-09	2009-10
1	\$12,738	\$12,932	\$13,120	\$13,302
2	\$13,043	\$13,248	\$13,449	\$13,645
3	\$13,347	\$13,564	\$13,778	\$13,987
4	\$13,651	\$13,881	\$14,107	\$14,329
5	\$13,955	\$14,197	\$14,436	\$14,671
6	\$14,259	\$14,513	\$14,765	\$15,013
7	\$14,563	\$14,830	\$15,094	\$15,355
8	\$14,867	\$15,146	\$15,423	\$15,697
9	\$15,172	\$15,462	\$15,752	\$16,040
10	\$15,415	\$15,779	\$16,081	\$16,382
11	\$15,719	\$16,032	\$16,410	\$16,724
12	\$16,084	\$16,348	\$16,673	\$17,066
13	\$16,388	\$16,728	\$17,002	\$17,340
14	\$16,692	\$17,044	\$17,397	\$17,682
15	\$16,997	\$17,360	\$17,726	\$18,092
16	\$17,301	\$17,677	\$18,055	\$18,435
17	\$17,706	\$17,993	\$18,384	\$18,777
18	\$18,043	\$18,414	\$18,713	\$19,119
19	\$18,385	\$18,765	\$19,151	\$19,461
20	\$18,734	\$19,120	\$19,515	\$19,917

**AIDE (NOON)**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$7.01	\$7.12	\$7.22	\$7.32
2	\$7.18	\$7.29	\$7.40	\$7.51
3	\$7.34	\$7.46	\$7.58	\$7.70
4	\$7.53	\$7.64	\$7.76	\$7.88
5	\$7.72	\$7.83	\$7.94	\$8.07
6	\$7.94	\$8.03	\$8.14	\$8.26
7	\$8.20	\$8.25	\$8.35	\$8.47
8	\$8.31	\$8.52	\$8.58	\$8.68
9	\$8.37	\$8.64	\$8.86	\$8.93
10	\$8.66	\$8.71	\$8.99	\$9.22
11	\$8.84	\$9.01	\$9.06	\$9.35
12	\$9.02	\$9.19	\$9.37	\$9.42
13	\$9.44	\$9.38	\$9.56	\$9.74
14	\$9.63	\$9.82	\$9.75	\$9.94
15	\$9.82	\$10.02	\$10.21	\$10.14
16	\$10.03	\$10.21	\$10.42	\$10.62
17	\$10.26	\$10.43	\$10.62	\$10.83
18	\$10.46	\$10.68	\$10.84	\$11.04
19	\$10.68	\$10.88	\$11.10	\$11.28
20	\$10.90	\$11.11	\$11.32	\$11.55
21	\$11.11	\$11.34	\$11.55	\$11.77

**\*In those situations where minimum wage exceeds the hourly salary, such individuals will be advanced to the step most equivalent to minimum wage.**



**NURSE**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	26,292	26,789	27,285	27,776
2	26,825	27,344	27,861	28,376
3	27,358	27,898	28,437	28,975
4	27,891	28,452	29,014	29,575
5	28,423	29,006	29,590	30,174
6	28,956	29,560	30,166	30,774
7	29,489	30,115	30,743	31,373
8	29,976	30,669	31,319	31,973
9	30,545	31,175	31,896	32,572
10	31,126	31,767	32,422	33,171
11	31,717	32,371	33,038	33,719
12	32,320	32,986	33,665	34,359
13	32,934	33,613	34,305	35,012
14	33,560	34,251	34,958	35,677
15	34,198	34,903	35,621	36,356
16	34,847	35,566	36,299	37,046
17	35,509	36,241	36,988	37,751

**RECEPTIONIST**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$8,584	\$8,727	\$8,868	\$9,007
2	\$8,777	\$8,928	\$9,077	\$9,223
3	\$8,969	\$9,128	\$9,285	\$9,440
4	\$9,161	\$9,328	\$9,493	\$9,656
5	\$9,354	\$9,528	\$9,701	\$9,872
6	\$9,548	\$9,728	\$9,909	\$10,089
7	\$9,743	\$9,930	\$10,117	\$10,305
8	\$9,941	\$10,132	\$10,327	\$10,522
9	\$10,144	\$10,339	\$10,538	\$10,740
10	\$10,351	\$10,550	\$10,753	\$10,959
11	\$10,549	\$10,765	\$10,972	\$11,183
12	\$10,748	\$10,971	\$11,196	\$11,411
13	\$10,952	\$11,178	\$11,409	\$11,644
14	\$11,160	\$11,390	\$11,625	\$11,866
15	\$11,373	\$11,607	\$11,846	\$12,090
16	\$11,589	\$11,828	\$12,071	\$12,320
17	\$11,809	\$12,052	\$12,302	\$12,554

**BUS DRIVER (VOED)**

<b>STEPS</b>	<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2009-10</b>
1	\$10,562	\$10,745	\$10,925	\$11,102
2	\$10,793	\$10,985	\$11,174	\$11,362
3	\$11,024	\$11,225	\$11,424	\$11,621
4	\$11,255	\$11,465	\$11,674	\$11,881
5	\$11,487	\$11,705	\$11,924	\$12,141
6	\$11,718	\$11,946	\$12,173	\$12,401
7	\$11,949	\$12,186	\$12,424	\$12,660
8	\$12,179	\$12,427	\$12,674	\$12,921
9	\$12,414	\$12,667	\$12,924	\$13,181
10	\$12,656	\$12,911	\$13,173	\$13,441
11	\$12,900	\$13,162	\$13,428	\$13,700
12	\$13,150	\$13,416	\$13,688	\$13,965
13	\$13,406	\$13,676	\$13,953	\$14,236
14	\$13,665	\$13,942	\$14,223	\$14,511
15	\$13,930	\$14,211	\$14,499	\$14,792
16	\$14,199	\$14,487	\$14,780	\$15,079
17	\$14,476	\$14,767	\$15,066	\$15,371
18	\$14,757	\$15,055	\$15,358	\$15,669
19	\$15,044	\$15,347	\$15,657	\$15,972
20	\$15,337	\$15,645	\$15,961	\$16,283
21	\$15,629	\$15,950	\$16,271	\$16,599